

11 April 1952

MEMORANDUM FOR: Deputy Director (Administration)

VIA : Assistant Deputy Director Administration (Special)

FROM : Chief, Organization and Methods Service

SUBJECT : Proposed OPC T/O, 24 March 1952

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1. In order to effect immediate action regarding the attached proposal, the following action has been concurred in by [REDACTED] and [REDACTED] Saunders of the Comptroller's Office and Peel, Organization and Methods Service:

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a. Avoid setting-up those positions indicated by asterisks as this would increase the OPC T/O by [REDACTED] positions at this time.

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b. Approve and disseminate the additional proposed T/O changes with the exception of the [REDACTED] positions circled in ink by Classification. This action is necessary because of insufficient information at the present time for auditing the positions. Pending audit, the T/O will show the position title, and grades will be added to the T/O as Classification audits are accomplished based upon the submittal of Personnel actions transferring incumbents into these positions.

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c. Suspend transferring the EE-1 positions to SE and the EE-4 positions to SR until such time as new T/O's for the merged divisions can be created. Otherwise no place exists to which the EE slots can be transferred.

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2. [REDACTED] currently carried as excess to the DD/P T/O, is a grade GS-16 and this grade has been proposed by OPC for his job as Chief of the International Organization Division. Classification has suggested deletion of this grade pending audit. This, however, would be academic as a command decision has been made to keep [REDACTED] in the job as Chief of the International Organization Division. Approval of a grade GS-16 for this position by DD/A is accordingly recommended.

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~~Security Information~~

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25X1A9a 3. The above proposals are in conformance with guide lines established by [REDACTED]

FOIAb3b

W. L. PEEL

Attachment

~~SECRET~~

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ORIGINAL DOCUMENT MISSING PAGE(S):

NO ATTACHMENT